

United States Bankruptcy Court
District of New Hampshire

PUBLIC NOTICE

02-3

FROM: George A. Vannah, Clerk

SUBJECT: **Filing Cases and Documents**

DATE: April 15, 2002

Effective Monday, April 1, 2002 the Clerk's Office began "imaging" all new cases and documents filed. This will allow users of the Pacer system to view and download the complete document. To expedite the imaging process we request the following:

- C **DO NOT STAPLE THE ORIGINAL PETITION, SCHEDULES AND STATEMENTS**
- C **COLORED BACKINGS ARE NO LONGER REQUIRED ON NEW BANKRUPTCY CASES**
- C **DO NOT USE STAPLES WHEN FILING ANY DOCUMENT**
- C **COVER LETTERS WILL NOT BE IMAGED, PLEASE DO NOT INCLUDE UNLESS YOU ARE TRYING TO INFORM THE COURT OF SOMETHING NOT COVERED IN YOUR PLEADING**